From: Stevenson, Allan (DPH)

**Sent:** Tuesday, March 06, 2007 12:43 PM

**To:** Hanchett, James (DPH); Salem, Sharon (DPH)

**Subject:** FW: VWR and Fisher Online Ordering

From: Danforth, Deborah (DPH)

**Sent:** Tuesday, March 06, 2007 11:48 AM **To:** DPH-DL - CDC-Purchase Reviewers **Subject:** VWR and Fisher Online Ordering

I want to address to all that are ordering online for VWR and Fisher that when sending a copy of the printout to Gerry and myself the steps you need to follow:

When forward via email for Fisher you need to highlight the page and copy and paste it into the body of the email.

VWR you need to click on "File" scroll down to "Send" and the to "Page by Email" You do not need to copy and paste the page into a word document or into the email it will automatically send the page.